
EFFECTIVE

November 1, 2022.

Subject(s)**ADM 0510, Adoptive Family Assessments*****MDHHS-5643, Adoptive Family Assessment***

The MDHHS-5643, Adoptive Family Assessment, must be used to assess and provide a recommendation of all adoptive parents regardless of foster home licensure status or history. The evaluation provides documentation of the assessment by the adoption caseworker of the applicant's ability to parent and provide a stable adoptive home for one or more children. This assessment does not provide an adoption recommendation for a specific child or children.

Reason: Children's Services Agency (CSA) recommendation.

MDHHS-5643-A, Adoptive Family Assessment Addendum

The MDHHS-5643-A, Adoptive Family Assessment Addendum, is to be used to update information for a previously approved adoptive family when:

- A change in circumstances, such as changes in household composition or health concerns, requires an update to the original assessment.
- One calendar year has elapsed and finalization of an adoption for the approved family has not occurred.
- One calendar year has elapsed since the approval of the most recent MDHHS-5643 and the family has not been matched with a child.
- The family is applying to adopt additional children.

Reason: CSA recommendation.

DHS-612, Child Specific Adoption Placement Assessment

The DHS-612, Child Specific Adoption Placement Assessment, must be completed for any approved adoptive parents when the family has signed a DHS-4809, Intent to Adopt. This evaluation provides a more in-depth assessment into a prospective adoptive

family's ability to provide permanence and meet the needs of a specific child or sibling group.

Reason: CSA recommendation.

Personal and Professional References

The [DHS-610, Professional Reference](#), must be used when assessments are requiring additional evaluation and documentation requirements under circumstances. See below under circumstances requiring additional evaluation and documentation. A professional reference is an individual who can attest to the parenting, attachment, and advocacy of the applicant(s). Examples would be teachers, therapists, coaches, and doctors.

Note: Current or former foster care caseworkers are not acceptable professional references.

Reason: CSA recommendation.

**MANUAL
MAINTENANCE
INSTRUCTIONS**

Changed Items ...

[ADM 0510](#)